

See serial 6/26/81

PROPOSED TOPICS FOR RESEARCH/EVALUATION FROM
VARIOUS SOURCES

26 Jun 81

INMAN (5/15/81) (I)

- ✓ 1. Upgrade certain functions & keep as specialists without grade creep (Staffing/)
(Mgmt Pers)
- ✓ 2. Value & use of rotational assignments (Also PA-10; G-3) "
- ✗ 3. Planning consequences of majority of SGs in certain offices over age 50. "
- ✗ 4. Why DDO portions understaffed & other Agency elements over. "
- ✓ 5. Program to insure certain % of staff have experience elsewhere in govt
& private sector; upgrade skills of staff. "
- ✓ 6. Why good people leave; lessons to be learned. "
- ✓ 7. Are we attracting & maintaing needed critical skills. (also PA-4) (Recruit)
- ✓ 8. Are we making use of awards (also PA-8) (Awards)
- ✓ 9. Can we do more in area of hiring & promoting minorities & use of
upmo programs. (Staff/Mgmt
Pers)

POLICY AGENDA ((Nov 80)) (PA)

- ✗ 1. Applicant of the 80s (Recruit)
- ✗ 2. Employee of the 80s (St/Mgt Pers)
- ✓ 3. Better ways to assure right person for right job (Rec & SMF)
- ✓ 4. How attract & retain employees . (Also I-7) "
- ✓ 5. Evaluation system for 80s (St/Mgt Pers)
- ✓ 6. Make Perf Apprais System more effective (")
- ✓ 7. Productivity "
- ✓ 8. Evaluation system to support merit pay & better basis for compar
evaluation, SIS awards, etc. (also I-8) "

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✓ 9.	Improve selection & training of supervisors & mgrs (also N-14)	(St/Mgmt Pers)
✓ 10.	Better use of rotational assignments (also I-2; G-3)	"
✓ 11.	Career Development system in the 80s	"
✓ 12.	Need for Career Training Program	"
✗ 13.	Classification & compensation for 80s	"
✓ 14.	Individual benefits packages	(Ben & Serv)
✓ 15.	Personnel system	(General)
✓ 16.	Decentralized management pers system	(")
✓ 17.	Delegation lower of personnel management decisions	("
✓ 18.	Communication of pers mgmt policy	"
✓ 19.	Is OP properly equipped for its role?	"
✗ 20.	"2nd career" in Agency after retirement	(St/Mgmt Pers)
✓ 21.	CIARs practices	(Ben & Serv)
✗ 22.	Mobility & relocation policies improvements	"
✓ 23.	Dual career alternatives also Q 1	(st/mgmt pers)

DDO WISH LIST (3/6/81) (D)

✓ 1.	Uniform promotion schedule change (new C-2)	(St/Mgmt Pers)
✓ 2.	PAR changes - rating levels, EOP, format (also N-2; G-3) *	"
3.	Publication of promotion targets (also N-9) **	"
✓ 4.	3-year trial period	"
✓ 5.	Reclassification of OSA/AA positions	"
✓ 6.	Clerical grade structure	"
✗ 7.	Position Classification	"
✓ 8.	Official Personnel Files	(General)

* working on

** already done

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NFAC IDEAS (4/13/81) (N)

- | | |
|--|--------------------------|
| ✓ 1. Split OP with Policy to DCI, services to DA | (General) |
| ✓ 2. Eliminate EOP (also D-2; G-3) | done 4/82 (St/Mgmt pers) |
| ✓ 3. Delegate out of cycle promotions to DDs | " |
| ✓ 4. Eliminate comparative evaluation 06 & below | " |
| ✓ 5. Restore SPS pay | " |
| 6. Eliminate APP or reduce | ** " |
| ✓ 7. Change APR | * " |
| ✓ 8. Cancel use of common specific evaluation factors | " |
| 9. Do away with promotion goals (also D-3) | ** " |
| ✓ 10. Eliminate or reduce rules that tie PARs to awards (I-8 PA-8) | (awards) |
| ✓ 11. Drop OP approval of in-hires & delegate to DDs | (recruit) |
| ✓ 12. Give DDs more class power | (St/mgmt pers) |
| ✓ 13. Remove rotational assignments as requirement for SIS | " |
| ✓ 14. Train supervisors before getting into job (also PA-9) | " |
| ✓ 15. Reexamine OCDP (I 9) | " |

GLERUM (6/22/81) (G)

- | | |
|---|--------------------------|
| ✓ 1. Revise & simplify PAR (also D-2; N-2) | done 4/82 (St/mgmt pers) |
| ✓ 2. Annual promotion cycle (also D-1) | " |
| ✓ 3. Rotational assignment policy (also I-2; PA-10) | " |
| ✓ 4. Pay system | " |
| ✓ 5. OP image ((also O-6) | (General) |

* working

** already done

OTHER

(0)

- | | | | | | |
|--------|----|------------------------------------|-------|---|----------------|
| ✓ | 1. | NSA Intern program | (PB) | | (St/mgmt pers) |
| ✓ | 2. | Rehired annuitant policy | (PPB) | | (Recr & SMP) |
| STAT ✓ | 3. | Inventory of managerial resources | | <div style="border: 1px solid black; width: 50px; height: 15px; display: inline-block;"></div> (PA-9
N-14) | (St/mgmt pers) |
| STAT ✓ | 4. | Professional Selection Policy | | (paper not to staff) | " |
| ✓ | 5. | Cost of evaluation boards & panels | (PB) | " | " |
| STAT ✓ | 6. | OP Image | | also G-3) | (General) |

Patented

Evaluation Index

PERSONNEL

X - forgot - already studied to death

✓ - already doing (STY/HI)
10/30/81



STAT

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✓ - done (10/30/81)

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—Revised: 5 March 1979 (1186)

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Things to look at

6/2/81 - from DDB - revised automatic policy -
Current guidance says max 2 yrs. / term
appeal month ago 5 yrs. for OSWA case

STAT

[REDACTED]

DDB suggests new notice is order [on 1 case!]

3/30/81 - for DDB: NSA Intern Program

NSA
Intelligence
Program

Pete

— NSA shelf items

—

MEMORANDUM FOR:

DT PAGE

25 MAR 1981

Pete,

F Y I

Here -
The intern program
has some interesting
thoughts.

AS -
Panghelli
402A

Date

FORM 5-75 101 USE PREVIOUS EDITIONS

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ROUTING AND TRANSMITTAL SLIP

TO: (Name, office symbol, room number, building, Agency/Post)		Initials	Date
1.	Pete	<i>fb</i>	3/30
2.			
3.			
4.			
5.			

Action	File	Note and Return
Approval	For Clearance	Per Conversation
As Requested	For Correction	Prepare Reply
Circulate	For Your Information	See Me
Comment	Investigate	Signature
Coordination	Justify	

REMARKS

Though we don't seem to be as thorough as NSA in documenting our processes, don't you think our POT program is similar to their in-house intern program? I think something like this could be developed on an Agency-wide basis, though, ~~thmx~~ although perhaps our ODDP & other office upmo programs are similar in intent if not in procedure or name...

I think formalizing the system is a good goal to strive for & suggest we develop - pf

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OPTIONAL FORM 41 (Rev. 7-76)
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